



Flathead County

Planning & Zoning

1035 1st Ave W, Kalispell, MT 59901
Telephone 406.751.8200 Fax 406.751.8210

FINAL PLAT APPLICATION

Submit this application, all required information, and appropriate fee (see current fee schedule) to the Planning & Zoning office at the address listed above.

FEE ATTACHED \$ _____

SUBDIVISION NAME: _____

OWNER(S) OF RECORD:

Name: _____ Phone: _____

Mailing Address: _____

City, State, Zip: _____

Email: _____

TECHNICAL/PROFESSIONAL PARTICIPANT(S):

Name: _____ Address: _____

Phone: _____ Email: _____

Name: _____ Address: _____

Phone: _____ Email: _____

Date of Preliminary Plat Approval: _____

Preliminary Plat FCPZ File #: _____

Name of Preliminary Plat: _____

Type of Subdivision: Residential _____ Industrial _____ Commercial _____ PUD _____ Other _____

No. of Lots Proposed _____ Parkland (ac.) _____

Land in Project (ac.) _____ Cash-in-Lieu \$ _____

Legal Description: S _____ T _____ R _____ Exempt _____

All applicable items required by Appendix E: Contents of the Final Plat of the Flathead County Subdivision Regulations must be submitted with the application for final plat.

Plats:
2- "24 X 36" mylars
1- "24 X 36" paper copy
1 - "11 X 17" paper copy

The plats must be signed by all owners of record, the surveyor, and examining land surveyor.

A cover letter that lists each condition of preliminary plat approval and individually states how each condition has specifically been met, MUST be included upon submitting the final plat application. In cases where documentation is required, such as an engineer's certification, State Department of Health certification, etc., original letters shall be submitted. Blanket statements stating, for example, "all improvements are in place" are not acceptable.

A complete final plat application for a **major** subdivision must be submitted no less than **45 working days** prior to expiration date of the preliminary plat.

A complete final plat application for a **minor** subdivision must be submitted no less than **30 working days** prior to expiration date of the preliminary plat.

When all application materials are submitted, and the staff finds the application is complete, staff will submit a report to the governing body. Incomplete submittals will not be accepted and will not be forwarded to the governing body for approval. Changes to the approved preliminary plat may necessitate reconsideration by the Planning Board.

I certify that all information submitted is true, accurate and complete. I understand that incomplete information will not be accepted and that false information will delay the application and may invalidate any approval. The signing of this application signifies approval for FCPZ staff to be present on the property for routine monitoring and inspection during the approval and development process.

****NOTE: Please be advised that the County Clerk & Recorder requests that all subdivision final plat applications be accompanied with a digital copy.**

Owner(s) Signature

Date

***A digital copy of the final plat in a Drawing Interchange File (DXF) format or an AutoCAD file format, consisting of the following layers:*

- 1. Exterior boundary of subdivision*
- 2. Lot or park boundaries*
- 3. Easements*
- 4. Roads or rights-of-way*
- 5. A tie to either an existing subdivision corner or a corner of the public land survey system*